



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL
MEETING MINUTES
WEST POINT CITY HALL
January 20th, 2026

Mayor:
Brian Vincent
City Council:
Trent Yarbrough, *Mayor Pro Tem*
Jerry Chatterton
Annette Judd
Michele Swenson
Jeremy Strong
City Manager:
Kyle Laws

Administrative Session

6:00 PM

Minutes for the West Point City Council Administrative Session held on January 20, 2026, at 6:00 PM with Mayor Brian Vincent presiding. This meeting was held at West Point City Hall and livestreamed for the public to view via Zoom. The livestream of the meeting was accessible to view by entering Meeting ID# 838 4119 8770 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Brian Vincent, Council Member Jerry Chatterton, Council Member Annette Judd, and Council Member Jeremy Strong

EXCUSED: Council Member Trent Yarbrough and Council Member Michele Swenson

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Kenny England, Public Works Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: Alan & JoAnn Parker, Clint McQuiddy, Rena hunt, Lacy Richards, Nate Wycherley, Misti Parker, Dale Parker, Dixie Bunot, Ryan Hymas, PJ Roubinet, and Hilary Ray. No sign-in is required for those viewing online.

1. Code Enforcement Update – Mr. Bruce Dopp

Mr. Bruce Dopp, the City's Code Enforcement Officer, provided an overview of recent code enforcement activities and trends within the City.

The Fall Clean-Up event, held October 24–25, 2025, was again highly successful and continues to grow in participation each year. He explained that multiple dumpsters are placed at City parks and are often filled before the official start time due to strong resident participation. He noted that the event is well received and should continue as a valued service to residents.

Council Member Chatterton asked about enforcement related to hazardous materials such as paint, tires, and propane tanks. Mr. Dopp explained that while the City publishes restrictions through newsletters, signage, and the website, it is difficult to fully prevent prohibited items from being placed in dumpsters. He shared examples of improper disposal, including propane tanks, and stated that Staff does their best to mitigate these issues each year.

Mr. Dopp also reported that he issued 419 winter parking courtesy notices, the highest number to date. He emphasized that the City's current ordinance, which is based on fixed calendar dates rather than snow events, remains effective. The restrictions were recently updated from beginning November 1st to beginning November 15th. He noted that other cities that attempt weather-based enforcement received significant public pushback and noncompliance. While some residents expressed frustration, overall compliance has been good.

He also reported issuing 34 tree trimming courtesy notices, with strong compliance from residents and only three of those issued required follow-up with formal violations. Mr. Dopp highlighted that weed complaints were significantly higher this year due to a wet spring, with particular concern regarding fire hazards in backyards. He noted increased issues with developers not maintaining weeds on undeveloped lots and stated that Staff is working more closely with developers to address those concerns.

Mr. Dopp discussed ongoing issues with illegal parking, particularly RVs and trailers creating line-of-sight hazards near intersections and school zones. He emphasized that these are treated as high-priority safety concerns.

He further explained that he conducts weekly patrols to remove illegal signage placed in public rights-of-way, noting that these signs are often placed by third-party marketing companies and are rarely reclaimed.

Council Member Chatterton asked about habitual offenders, and Mr. Dopp indicated he would follow up privately regarding specific cases.

The Council had no further questions or comments. Mayor Vincent thanked Mr. Dopp for his continued efforts and service to the City.

2. Discussion Regarding Impact Studies in the Annexation Area – Mr. Boyd Davis

Mr. Davis presented the results of infrastructure studies conducted for the recently annexed areas and surrounding potential annexation areas. He explained that the studies were completed in coordination with Davis County, which contributed funding, and were necessary to evaluate whether existing infrastructure could support future development, including the Parker's Place and Ivy Meadows subdivision proposals.

Mr. Davis explained that the road study determined that the existing two-lane road system is sufficient to handle projected traffic volumes through 2050; however, the condition and width of the roads require improvements. He stated that certain segments of 2425 North are currently too narrow to meet safety and fire code standards and should be widened from approximately 20 feet to 26 feet, with gravel shoulders and asphalt overlay improvements to extend the life of the roadway. The estimated cost for these improvements is approximately \$550,000. Council Member Chatterton asked whether the widening would be centered or shifted to one side, and Mr. Davis explained that widening on one side is currently assumed for efficiency, though final design decisions will be made at a later stage.

Mr. Davis then reviewed the storm drain study, explaining that the system is more complex than originally anticipated and that the two developments drain in different directions. He noted that portions of the existing system are already at or over capacity during storm events and that adding development without upgrades would result in flooding conditions. Several design scenarios were analyzed, and the recommended approach includes on-site detention of stormwater by developers combined with controlled release rates, allowing the City to preserve some existing infrastructure while upgrading key downstream pipes to larger sizes, generally 36 inches.

He reported that the estimated cost of storm drain improvements is approximately \$935,000 for Ivy Meadows and \$1.3 million for Parker's Place, for a combined total of approximately \$2.2 million. Mr. Davis explained that these costs are eligible for reimbursement through impact fees, though the timing of reimbursement depends on the pace of development in the area.

Discussion focused on how these infrastructure improvements would be funded. Mr. Laws emphasized that the City does not subsidize development infrastructure with taxpayer funds and that costs are typically paid for by developers and potentially shared with Davis County, with the City's role being limited to collecting and distributing impact fees over time. Council Member Chatterton asked whether impact fees would be specific to the annexation area or applied citywide, and Mr. Davis indicated that a separate impact fee structure for the area is likely due to the higher infrastructure costs.

Council Member Strong asked whether it would be beneficial to determine Davis County's level of financial participation before proceeding further. Mr. Laws explained that while that information would be helpful, developers may still choose to move forward with the rezone process, understanding that development agreements would require them to install the infrastructure regardless, with potential reimbursement or cost-sharing addressed later.

Mr. Davis and Mr. Laws explained that the rezone applications for these properties had been placed on hold pending completion of the studies. With the studies now complete, Staff requested direction from the Council on whether to resume consideration. The Council discussed the balance between approving rezonings and ensuring infrastructure commitments are secured. It was noted that development agreements would require the installation of necessary infrastructure and that no building permits would be issued until those improvements are completed.

The Council generally expressed comfort moving forward with the rezone process, recognizing that applicants may choose to proceed or wait depending on their willingness to pay for the initial costs of constructing the necessary infrastructure.

3. Discussion Regarding Nielsen's Frozen Custard – Mr. Boyd Davis

Mr. Davis presented a request from the developer of a proposed Nielsen's Frozen Custard seeking a reduction in City building permit fees. He explained that these total estimated fees for the project are approximately \$38,000, of which roughly \$28,000 are assessed by the City. The other fees are assessed by various other entities, which are collected by the City through the building permit process and then passed on. The applicant has indicated that he budgeted \$18,500 for permit-related costs and is requesting a reduction of approximately \$19,528.

Mayor Vincent noted that such requests are not uncommon for commercial developments, as cities may consider fee reductions in light of the long-term economic benefits associated with sales tax generation and increased commercial activity.

Mr. Laws provided context by explaining that similar establishments generate between \$17,000 and \$35,000 annually in sales tax revenue, suggesting that the City could recoup the requested reduction relatively quickly. Council Member Chatterton questioned whether the applicant had adequately researched permit costs prior to establishing his budget and expressed concern about setting precedent.

Rick Scadden, who is related to the project, addressed the Council and explained that the project has faced significant financial challenges, including high equipment costs and tight margins. He noted that multiple parties have already made financial concessions to keep the project viable and emphasized the desire to bring the business to West Point.

Council Member Judd asked clarifying questions regarding fee calculations and site adjustments, including the impact of slight reductions to the site layout.

The Council discussed whether to grant the full requested reduction or consider a lesser amount, weighing the long-term benefits of the project against concerns about fairness and precedent. Staff noted that the applicant did not request the full amount eligible for reduction, which was viewed positively. The Council will continue the discussion and possibly consider approval of the request at the next meeting.

4. Discussion Regarding a General Plan Amendment Request for Property at 2084 N 5000 W (Nilson Homes) – Mrs. Bryn MacDonald

Mrs. MacDonald presented a request from Nilson Homes to amend the General Plan designation for approximately 4.4 acres located near 2084 North 5000 West from R-1 to R-4. She reminded the Council that the item had previously been discussed in November and had been postponed to allow the applicant to provide additional information, including a concept plan and clarification regarding adjacent properties.

Mrs. MacDonald reviewed the submitted concept plan, which proposed smaller, detached single-family homes on private lanes, similar in style to developments recently constructed in surrounding communities. She explained that while the homes are detached, the lots are smaller than traditional R-1 lots, generally around 5,000 square feet. She also presented a conceptual layout for the adjacent Archuleta property to demonstrate that future development of that parcel would still be feasible and would not be landlocked by the proposed layout.

Council Members asked clarifying questions regarding the Archuleta property, and Staff explained that the concept shown was for illustrative purposes only and not a proposal from that property owner. It was noted that the parcel is currently designated R-1 and that the concept was intended to demonstrate potential connectivity and layout options if future development were to occur. Staff further explained that development of that parcel under R-1 standards may be more challenging due to depth and width requirements.

Discussion also included roadway access and spacing along 5000 West, with Staff noting that full access points may require exceptions due to spacing limitations and that alternative configurations, such as cul-de-sacs, could be utilized. Council Members confirmed that the proposed homes are detached single-family units and discussed the growing demand and popularity of smaller lot single-family housing products.

The applicant addressed the Council and noted that Planning Commission had recommended denial based on a perceived lack of public benefit. In response, the applicant emphasized that the project would include installation of a UDOT required trail connection through the property, which would tie into the City's broader trail system, as well as coordination of a sewer line extension along 5000 West. The applicant indicated these elements should be considered as public benefits associated with the proposal.

The Council directed Staff to schedule a public hearing for the next meeting to allow consideration of public input as they continue the discussion in subsequent meetings and take action on the request.

5. Other Items

No other items were discussed.

The Administrative Session adjourned.



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General Session 7:00 PM

Minutes for the West Point City Council General Session held on January 20, 2026, at 7:00 PM with Mayor Brian Vincent presiding. This meeting was held at West Point City Hall and livestreamed for the public to view via Zoom. The livestream of the meeting was accessible to view by entering Meeting ID# 838 4119 8770 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Brian Vincent, Council Member Jerry Chatterton, Council Member Annette Judd, and Council Member Jeremy Strong.

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CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Kenny England, Public Works Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: Rena Hunt, PJ Roubinet, Heather Christopherson, Ryan Hymas, and Hilary Ray. No sign-in is required for those viewing online.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Prayer or Inspirational Thought** – Given by Council Member Chatterton
4. **Communications and Disclosures from City Council and Mayor**

Council Member Yarbrough – Absent

Council Member Judd – None

Council Member Swenson – Absent

Council Member Chatterton – Stated that he did have some comments, but would wait for a future meeting to share.

Council Member Strong – Expressed appreciation for the opportunity to serve on the City Council and stated he is excited and grateful to be at his first meeting tonight.

Mayor Vincent – Provided a report from the North Davis Fire District, noting that December was a particularly busy month. He reported that the Clearfield station had approximately 280 calls, Sunset had 80 calls, and West Point had 40 calls. He further explained that the NDFD responded to multiple simultaneous calls on numerous occasions, including instances of two, three, and even four concurrent calls. Mayor Vincent expressed appreciation for the service provided by the Fire District and the amazing job that they do serving our community.

5. **Communications from Staff**

Mr. Laws informed the Council of the upcoming Staff/Council Lunch scheduled for the following Tuesday and noted that additional details would be sent out. He also reminded the Council and public that the February 3rd City Council meeting is canceled due to the

annual City Council Planning & Visioning Session that will take place on February 6th and 7th. Mayor Vincent noted that more details on this annual planning meeting will be sent within the coming days.

6. Citizen Comment

Rena Hunt – Hooper: Asked for an update regarding the status of the sewer line installation along 5500 W.

Mayor Vincent directed Ms. Hunt to speak with Boyd Davis, City Engineer, who can provide her with all the information about the sewer project.

7. Appointment of West Point City Planning Commissioners – Mayor Brian Vincent

Mayor Vincent presented the two nominees he has selected to fill the open positions on the Planning Commission: Ryan Hymas and Kyle Norton. He explained that multiple residents were interviewed and it was a great group of candidates, all of which would have done a good job in the position. He stated that both of these individuals are well-respected in the community and come with valuable skills and experience that they can contribute to the City.

The Council had no questions or concerns.

Council Member Chatterton motioned to approve the appointment of Kyle Norton and Ryan Hymas to three-year terms on the Planning Commission as recommended by the Mayor

Council Member Judd seconded the motion

All in Favor: All

Opposed: None

The Council unanimously approved

8. Consideration of Resolution No. 01-20-2026A, Approving the Appointment of Mayor Pro Tempore – Mayor Brian Vincent

Mayor Vincent presented the appointment of Council Member Trent Yarbrough as Mayor Pro Tempore for the upcoming year.

The Council had no questions or concerns.

Council Member Judd motioned to approve Resolution No. 01-20-2026A, approving Council Member Trent Yarbrough to serve a one-year appointment as Mayor Pro Tempore as recommended by the Mayor

Council Member Strong seconded the motion

In Favor: All

Opposed: None

The Council unanimously agreed

9. Consideration of Resolution No. 01-20-2026B, Approving Appointments to Local District Boards & Committees – Mayor Vincent

Mayor Vincent reviewed his recommended assignments for Council Members to various boards and committees for two-year terms. He stated that he would continue serving on the North Davis Sewer District and Wasatch Integrated Waste Management District Boards. He, along with Council Member Judd and Council Member Chatterton would continue serving on the North Davis Fire District Board. Council Member Swenson was assigned to the Mosquito Abatement District. Council Member Yarbrough was assigned to the Arts Council, Council Member Judd agreed to continue serving as liaison to the Youth Council, and Council Member Strong was assigned to the Party at the Point Committee.

He expressed his appreciation to the Council for their willingness to accept these assignments. The Council had no questions or comments.

Council Member Chatterton motioned to approve Resolution No. 01-20-2026B, approving the listed appointments of Council Members to two-year terms to the respective boards and assignments as recommended by the Mayor
Council Member Strong seconded the motion
In Favor: All
Opposed: None
The Council unanimously agreed

10. Consideration of Approval of Meeting Minutes:

- a. **August 16, 2025 City Council Meeting**
- b. **November 18, 2025 City Council Meeting**
- c. **October 7, 2025 City Council Meeting**
- d. **December 2, 2025 City Council Meeting**

Council Member Judd motioned to approve the minutes for the listed meeting dates
Council Member Chatterton seconded the motion
In Favor: All
Opposed: None
The Council unanimously approved

11. Consideration of Acceptance of the FY2025 Financial Audit for West Point City – Mr. Ryan Harvey

Mr. Harvey presented the FY2025 Financial Audit, briefly explaining the audit process and acknowledging the efforts of all those involved. He expressed special appreciation to Megan Mills, City Treasurer, for all the work that she does preparing for the audit and to Heather Christopherson and the rest of her team at Ulrich & Associates, the City’s auditing firm, for conducting the audit.

He stated that he is happy to report that the FY25 Audit resulted in no findings, which is great news and is always the desired outcome. He explained that one recommendation was provided regarding clearing outstanding checks older than one year, and Staff is currently working to better understand and facilitate resolving those through the State’s unclaimed property process.

Mr. Harvey provided a high-level overview of the City’s financial position, noting that the City’s net position increased to over \$106 million, largely due to continued infrastructure development. He also reported that fund balances increased by approximately \$2 million, primarily due to strong sales tax revenue and interest earnings. He stated that approximately \$650,000 was transferred to the Capital Projects Fund and that sales tax revenues reached nearly \$2.6 million for the fiscal year.

Council Members expressed appreciation for the report and the work completed by Staff all through the year to make sure that the City remains in good financial health, and congratulated all involved on a no-finding audit.

The Council had no questions or further comments.

Council Member Chatterton motioned to accept the FY2025 Financial Audit as presented
Council Member Judd seconded the motion
In Favor: All
Opposed: None
The Council unanimously agreed

12. Consideration of Approval to Place the Bluff View Subdivision Phase 4 on One-Year Warranty – Mr. Boyd Davis

Mr. Davis explained that Phase 4 of the Bluff View subdivision has completed all required infrastructure improvements and has been inspected by Staff. He stated that the work meets City standards and recommended placing the subdivision on warranty.

The Council had no questions or concerns.

Council Member Strong motioned to approve placing Phase 4 on the one-year warranty period
Council Member Chatterton seconded the motion
In Favor: All
Opposed: None

13. Consideration of Approval to Remove the Sunview Estates Subdivision Phases 2 and 3 from Warranty – Mr. Boyd Davis

Mr. Davis reported that Sunview Estates Phases 2 and 3 have been on warranty for over a year, but all required improvements have now been completed. He explained that final inspections have been conducted and that all items are in good condition. He recommended removing Phases 2 and 3 from warranty.

Council Member Chatterton asked who performs the inspections, and Mr. Davis stated that the City's Public Works Inspector, Zane Adams, conducts those inspections and noted that he has been doing a great job for the City.

The Council had no questions or concerns.

Council Member Chatterton motioned to remove Phases 2 & 3 from the warranty period
Council Member Judd seconded the motion
In Favor: All
Opposed: None

14. Motion to Adjourn the General Session

Council Member Chatterton motioned to adjourn
Council Member Strong seconded the motion
In Favor: All
Opposed: None
The Council unanimously agreed.

APPROVED THIS 7 DAY OF April, 2026:


BRIAN VINCENT, MAYOR


CASEY ARNOLD, CITY RECORDER

